Washington State Conservation Commission

Checklist for Conservation District Approval of a Dairy Nutrient Management Plan

All answers must be yes for a conservation district to approve this plan. If all answers are yes, the district board of supervisors must approve the plan. If any answer is no, the district cannot approve the plan.

When approval is denied, the district must explain the changes required to obtain plan approval. The explanation must be in writing, and it must be delivered to the applicant within 90 days of the date the plan was received by the district.

☐ Yes ☐ No	Do all standard practices meet the standards, specifications and methods described in the NRCS Field Office Technical Guide and the NRCS Agricultural Waste Management Field Handbook, and if alternative practices are utilized, have such practices been approved by the Washington Conservation Commission?
☐ Yes ☐ No	Is a summary of the operation included (name, location, acres available for nutrient management, herd size, existing nutrient management facilities)?
☐ Yes ☐ No	Does the dairy nutrient management plan developed after November 1, 1998 follow the planning format adopted by the Washington Conservation Commission?
☐ Yes ☐ No	Have the following been inventoried and evaluated to identify potential pollution sources and to determine water quality protection needs: all fields used in the dairy operation; cattle confinement areas; barns; milking facilities; waste collection, handling and storage facilities; feed storage and mixing areas; riparian areas; irrigation systems; and drainage systems?
☐ Yes ☐ No	If the plan has not been fully implemented, is there a schedule of planned practices listing the location, what will be done, how much will be done and when it will be completed?
☐ Yes ☐ No	Are forage and crop fields identified and their acreage shown on an aerial photo, topographic map or a plan map drawn to scale?
☐ Yes ☐ No	Is a month-by-month nutrient application schedule included? A nutrient balance sheet (including nutrient requirements of crops that will receive dairy wastes)?
☐ Yes ☐ No	Are crop yield values or estimates supported in the plan, or in the dairy producer's case file?
☐ Yes ☐ No	If manure must be utilized elsewhere, are off-site manure management agreements included in the plan?
☐ Yes ☐ No	Is an operation plan included for the waste management system?
☐ Yes ☐ No	Are the major factors influencing the quantity of manure and wastewater described (e.g., herd size and composition, climatic data, existing runoff controls, etc.)?
☐ Yes ☐ No	Are existing manure and wastewater collection systems evaluated, and needed improvements described?
☐ Yes ☐ No	Are storage facilities for solid and liquid manure described, are storage needs described, and are the calculations and worksheets used to determine storage needs included?
☐ Yes ☐ No	Are transfer facilities and systems described?
☐ Yes ☐ No	If the manure or wastewater is treated, is this described?
☐ Yes ☐ No	Are soils described, including their physical capacity to accept nutrient applications?
☐ Yes ☐ No	Is nutrient testing of soils and manure required, and testing procedures described?
☐ Yes ☐ No	Is a recordkeeping system included that covers soil and manure tests, application of the solid and liquid components of the manure, cropping, and other significant factors and practices?
☐ Yes ☐ No	Are the periods and conditions clearly described when dairy nutrients can be safely and agronomically applied?
☐ Yes ☐ No	Are the periods and conditions clearly described when dairy nutrients should not be applied?

A dairy nutrient management plan was submitted for approval by _____
name of dairy or producer

on _____. The plan was ☐ approved ☐ not approved on _____ by the
date *date*

Board of Supervisors of the _____ Conservation District.
name of district

_____
conservation district signature and title

Instructions:

Who approves the DNMP

The conservation district board approves the Dairy Nutrient Management Plan at a public board meeting. (It is assumed the board will rely upon the technical expertise of district and NRCS staff in deciding to approve or not approve the DNMP.)

Only the local conservation district can approve a DNMP. Even if a dairy is located in a district that is having dairy planning done by staff from another district, it is the local district that must approve and certify DNMPs for dairies within their boundaries.

Plan format

If the plan was written prior to November 1, 1998, it need not follow the format adopted by the Washington State Conservation Commission, but it must contain all other elements to be approved.

Pre-existing structures

If pre-existing structures or systems are used to manage nutrients and you are unsure how to proceed, first evaluate whether the structures or systems appear to be functioning correctly, and whether they pose health or safety risks. Document your evaluation thoroughly. Seek additional technical counsel from NRCS or a licensed engineer as needed.

If the structures or systems appear to functioning correctly and do not pose health or safety risks, document them thoroughly in the plan and proceed with the rest of the approval checklist.

If proper functioning is in question, or health or safety risks exist, consult with your NRCS partners or a licensed engineer. The best situation would be where the producer can provide documentation indicating the structures or systems were designed and implemented to NRCS standards and specifications. For example, if ACP cost-share was used to implement the practice, it is likely such documentation exists. The DNMP will need to include requirements to repair, upgrade, or replace the older structures or systems if proper functioning cannot be determined, or if health or safety risks exist. The district cannot approve a plan until these components are included in the plan.

Written manure management agreements

If nutrients must be exported from the dairy farm to balance nutrients on the farm, written manure management agreements between the producer and person(s) receiving the nutrients are required. Verbal and/or handshake agreements are not sufficient.

Send a copy to…

When the approval checklist has been completed, signed and dated by the district, the district should send a copy to:

Washington Department of Ecology
Water Quality Program
PO Box 47600
Olympia, WA 98504-7600
Attn: Ken Koch